



Department of Human Resources

Face Mask Procedure

Version 1.0 – April 6, 2022

Face masks are important in slowing the spread of respiratory disease and a key tool in protecting individuals, especially those at high risk, from COVID-19. This procedure outlines the types of masks that County employees should use, and the accompanying table outlines times when face masks are required.

Types of Face Masks

The following types of face masks are recommended by the Centers for Disease Control (CDC) as effective in stopping the spread of COVID-19 and are acceptable for use in County facilities, grounds, or other places where services are delivered and masks required.

Allowed for Employees, Contractors and Volunteers:

1. N95 respirators or specific masks as required by job duties
2. KN-95 masks
3. Masks that meet one of the following NIOSH standards:
 - a. ASTM F3502
 - b. MEETS WORKPLACE PERFORMANCE
 - c. MEETS WORKPLACE PERFORMANCE PLUS
4. FDA-approved face masks for sign language (ASL or LEP) interpreters, when required¹
5. Surgical-type or multi-layer disposable masks with adjustable metal nose clips are allowed ONLY if none of masks above are available
6. **NOTE:** Cloth masks are not allowed for employees

Allowed for Visitors and Other Individuals:

1. N-95 or KN-95 face masks
2. Surgical-type or multi-layer disposable face masks with adjustable metal nose clips, such as non-medical grade paper or procedure masks.
3. Cloth face masks with two or more layers of breathable, washable fabric.
4. FDA-approved face masks for sign language (ASL or LEP) interpreters.¹
5. Medical-grade surgical face masks, KN95 or N95 respirators (typically reserved for use by healthcare workers, first responders, and others who work in high-risk environments).

Not Allowed for Employees, Contractors, Volunteers, Visitors and Other Individuals:

1. Neck scarves or bandanas
2. Neck gaiters or buffs
3. Winter scarfs
4. Face shields
5. Masks with exhalation valves or vents
6. Masks with inappropriate writing or images

¹ ClearMask: <https://www.theclearmask.com>